

## NOAA Heritage Assets Data Compilation

I. **Common Name:** *What is the item normally called in everyday conversation?*

II. **Description:** *A complete narrative description of the item.*

III. **Collection Name:** *If item is part of a collection, provide the name of the collection.*

IV. **Marks:** *Any distinguished marks or markings.*

V. **Material:** *What is the item made of (e.g., pine wood, bronze, glass)?*

VI. **Dimensions:** *Size, length, width, depth. Give unit of measure.*

VII. **Frame, base, etc.:** *Describe if it is mounted.*

VIII. **Year of Manufacture:**

IX. **Creator:** *Name of person or company that created the item.*

X. **Model Name or Number:**

XI. **Serial Number:**

XII. **Region/Country of Origin:**

XIII. **Condition:** *Describe.*

XIV. **Reason Classified as Heritage Asset:** *(Check One)*

- ☐ Artistic    ☐ Cultural    ☐ Historic  
☐ Natural    ☐ Educational

XV. **Materiality Code:** *Enter no. of relevant question from worksheet.*

### Acquisition Information

XVI. **Date Acquired:**

XVII. **How Acquired:** *(Purchase, Donation, etc.)*

XVIII. **Acquisition Source:**

XIX. **History:** *Describe previous owners, significance, importance to NOAA and NOAA's history. Use additional pages if necessary.*

### Location Information

XX. **Responsible Person:**

XXI. **Responsible Organization:**

XXII. **Responsible Office:**

XXIII. **Building:**

XXIV. **Room:**

XXV. **Address:**

XXVI. **City:**

XXVII. **State:**

XXVIII. **Country:**

XXIX. **Loan Status:** *(Check One)*

- ☐ Not on Loan    ☐ Pending    ☐ Renewable    ☐ Non-Renewable

XXX. **Amount Insured For:** *(If no loan and insured by loanee, indicate amount)*